MUHAMMAD UMAR SHADAB

Latifabad, Hyderabad.
Cell # 0340-3056023
Email : umarshaikh1234578@gmail.com

VISION

Working in Renowned organization, to have adequate exposure and experience in the corporate world. To put my knowledge in to practice and gain a practical approach towards future.

Academic Qualification

B.Com	CONTINUE (Sindh University Jamshoro)
Intermediate	Grade "B" (B.I.S.E Hyderabad)
Matric	Grade "A" (B.I.S.E Hyderabad)

PROFESSIONAL EXPERIENCE

- INTERNET SERVICE PRIVIDER, CYBER INTERNET.
- CAR DEALER/SALER, HAMZA MOTORS
- SALE AND MARKETING, CANDY LAND COMPANY.

SKILLS

1. Strong interpersonal and communication team skills.
2. Ms-Office
3. Computer Literate
4. Wix Devoloper
5. Car Driving Instructor
6. Stenotypist (Short-Hand)

INTERESTS AND ACTIVITIES

(Current Affairs)

STRENGTHS:

***Teamwork*:** Building cooperation amongindividuals and departments, sharing information and resources, and working to achieve group goals and outcomes.

Communication: Listening effectively, transmitting information accurately and understandably, and actively seeking feedback no defensively.

Flexibility: Performing a wide range of tasks, responding to changes in direction and priorities, and accepting new challenges, responsibilities, and assignments.

Attention to Detail: Monitoring adherence to standards and actively checking for accuracy of data received or generated before passing it on.

Problem Solving/Decision Making: Taking a well-ordered approach to solving problems and acting despite obstacles or resistance.

Initiative: Taking action in the absence of specific instructions or in the absence of a specific requirement, taking reasonable risks to achieve results, and preserving when challenged.

Dependability/Reliability: Following through on commitments, producing timely work to required-- or higher-- standard, and pitching in to get the job done.

Summary:-

The ability to effectively interact with all levels of management. Problem solving ability, able to take direction & based on given job duties and responsibilities. Ability to work under pressure with business critical system issues.

PERSONAL INFORMATION

Father's Name:	Muhammad Shadab
Date of Birth:	3rd May 2001
N.I.C #:	**41304-6281832-3**
Nationality:	Pakistani
Marital Status:	Single

Reference:

Personal, professional and academic reference will be furnished upon demand.